

**(Corrected) DRAFT MINUTES**  
**TOWN OF CAMP VERDE**  
**REGULAR SESSION**  
**MAYOR AND COUNCIL**  
**473 S. MAIN STREET, SUITE 106**  
**WEDNESDAY, AUGUST 2, 2023 at 6:30 P.M.**

Note: Council member(s) may attend Council Sessions either in person, by telephone, or internet/video conferencing.

1. **Call to Order** Vice Mayor Moore called the meeting to order 6:30 PM.
2. **Roll Call.** Council Members: Jackie Baker, Wendy Escoffier, Robin Godwin, Cris McPhail, Jessie Murdock, Vice Mayor Marie Moore, and Mayor Dee Jenkins (Zoom)  
  
**Also Present.** Interim Town Manager Barbara Goodrich, Town Attorney Trish Stuhan, Town Clerk Cindy Pemberton and Assistant Clerk, Jadie Edwards.
3. **Pledge of Allegiance** Councilor Murdock led the Pledge of Allegiance.
4. **Consent Agenda** – All those items listed below may be enacted upon by one motion and approved as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.
  - a) **Approval of the Minutes:**
    - 1) No minutes to approve
  - b) **Set Next Meeting, Date and Time:**
    - 1) Work Session – Wednesday August 9, 2023 at 5:30 p.m.
    - 2) Regular Session – Wednesday August 16, 2023 at 6:30 p.m.
    - 3) Work Session – Wednesday August 23, 2023 at 5:30 p.m.
  - c) **Consideration & possible approval of Resolution 2023-1110, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting fees for Town services for Fiscal Year 2023-24 and superseding Resolution 2022-1090. Staff Resource Mike Showers**

On a motion by Councilor McPhail, seconded by Councilor Escoffier, Council moved to approve the consent agenda.

**Roll Call Vote:**

Councilor Baker: Aye  
Councilor Escoffier: Aye  
Councilor McPhail: Aye  
Councilor Murdock: Aye  
Councilor Godwin: Aye  
Vice Mayor Moore: Aye  
Mayor Jenkins: Aye

**Motion Carried 7-0.**

- 5. Call to the Public or items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)** Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to ARS §38-431.01(H))

Johnny Sheeley spoke to Council to object to some of the material that has been displayed at the Camp Verde Library. He gave reasons to Council as to why he feels this way.

Danielle Church spoke requesting that content aimed for children at the Camp Verde Library with sexual content and sexual ideology be moved to a separate area. She also would like the staff member who approved those types of materials to be investigated. She brought examples in of the material that she was referencing.

Steven Backus spoke regarding content at the Camp Verde Library. He too feels that there are sexually explicit materials at the library that are being wrongly exposed to children. He invited Council to an event that he's putting on Saturday, August 5, at the library promoting Brave Books. He asked Council to provide armed Marshals at the event.

Candace Hardin spoke regarding the Camp Verde Library. She spoke to Council two months ago regarding the books at the library that were sexually explicit and displayed in a location in which children could see and access them. She feels there has been no action by Council, and wondered if they plan to act. She brought up Council approving a Library Manager position at \$81K, and the correlation to this hire and the recent events taking place.

Matt Jahnke read excerpts from a book that he checked out at the Camp Verde Library. The book was from the young adult section of the library. He felt this book was much too inappropriate to be available to an audience as young as 12. He wondered who approved these books to be displayed in the young adult section of the library.

Interim Town Manager Barbara Goodrich told Council and the audience that the Library Presentation is scheduled for August 23<sup>rd</sup>. At this presentation, the public can ask questions to receive more information.

Councilor Baker shared that Council has taken action to address some of these library issues, but the meeting on August 23<sup>rd</sup> will be an opportunity for them to clarify these actions they've taken.

**6. Special Announcements and Presentations:**

- **None**

**7. Summary of Current Events.** The Town Council and the Town Manager may provide brief summaries of current events and activities. These summaries are strictly for informing the public of such events and activities. The Council will not propose, discuss, deliberate or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda. Summaries may include committee meetings that Council members attend. The Committees are: Copper Canyon Fire & Medical District, Yavapai College Governing Board, Yavapai-Apache Nation, Intergovernmental Association, NACOG Regional Council, Verde Valley Regional Economic Organization (VVREO), League Resolutions Committee, Arizona Municipal Risk Retention Pool, Verde Valley Transportation Org, Verde Valley Transit Committee, Verde Valley Water Users, Verde Valley Homeless Coalition, Verde Front, Verde Valley Steering Committee of MAT Force, Public Safety Personnel Retirement Board, Phillip England Center for the Performing Arts Foundation.

Councilor Godwin shared that on September 10<sup>th</sup> at 3 o'clock, there will be a harmonious celebration with an acapella syndicate at the Phillip England Center for Performing Arts. It's a \$20 fee, or free if you're part of the public school system.

Councilor McPhail said that she continues to attend her usual events in the town. She also wanted to share some insight on the library concerns, however, she decided it was best to save it for a later event.

Councilor Baker attended the NACOG transportation meeting. She shared some details of the meeting and spoke of a grant that has been received for Public Works for street projects that they want to do.

Councilor Escoffier had nothing.

Councilor Murdock shared that Camp Verde Unified School District schools begin on Monday. She said that all positions in the district are full.

Mayor Jenkins attended the Verde Valley Regional and Business Resiliency Forum at Page Spring Cellars.

She also shared that the League had a quick meeting due to concerns of the residential rental tax being increased. They are urging municipalities to be prepared. She attended a water meeting in Flagstaff and shared that Camp Verde was accepted as a voting member of Northern Arizona Municipal Water Users Association.

Vice Mayor Moore had nothing.

Ms. Goodrich shared that on August 3<sup>rd</sup>, they will be opening the school transportation improvement plan bids. Construction will begin this fall, and they've spoke with the Superintendent to try and reduce any traffic issues this may cause. New striping has been done on Finnie Flat Rd, and new striping projects will continue to be done throughout the town.

At the department head meeting, they did an ALICE training, which is an active shooter training. She offered this training to others.

**8. Discussion, Consideration and Possible Direction to the Town Manager to purchase soccer goal posts for placement at the Sports Complex. Staff Resource: Ken Krebbs**

Public Works Director Ken Krebbs gave details to Council on the goal posts he is requesting to purchase. He said there are several upcoming sporting events that will be taking place at the Sports Complex. Mr. Krebbs shared that purchasing these goal posts would give them two full sets so they can use the fields properly. The other set that they have was given to them from the school. They fixed it up and have been using it. Eventually, they'd like to replace that set with another new one.

Vice Mayor Moore said that she doesn't like the idea of using a hand-me-down set. She'd like to purchase two sets, so they have brand new, proper goals for the kids. She wondered if 4 goals would be enough.

Yavapai Soccer Club Coach Dave Castillo came up to speak and give clarification to the size of the goals needed for the fields. He said two sets of goals would be enough for his league, however, other leagues might need different goals. Additionally, the sizes they are requesting for purchase are the right size for his team, but other organizations such as AYSO would need small sizes. Mr. Castillo said having other sized goals would be a benefit for the town to host tournaments and bring potential revenue to the town. Right now, his team plays their home games in Prescott, but he's pushing to have their home games be here in Camp Verde.

Councilor Escoffier wondered if the Qty: 2 meant that they'd be buying two sets of goals, or just two goals.

It was clarified that the price provided to them reflected one set of goals, which would be 2 goals. However, the price would double when they buy two sets, to have 4 goals.

Councilor Murdock wondered what budget this would be coming out of.

Mr. Krebbs said he plans to use Mr. Showers' guidance to make sure it's budgeted properly.

Councilor Murdock would also like AYSO to be reached out to in regard to properly equipping them with the right size goals. She would like to approach this with a professional standard to provide organizations with the equipment they need.

Councilor McPhail agreed.

Mayor Jenkins was thrilled that this came before Council. She felt like the right thing to do would be to have two full new sets.

On a motion by Councilor McPhail, seconded by Councilor Godwin, Council moved to authorize staff to purchase two of the Soccer goal sets that were proposed to them.

**Roll Call Vote:**

Councilor Baker: Aye

Councilor Escoffier: Aye

Councilor McPhail: Aye

Councilor Murdock: Aye

Councilor Godwin: Aye

Vice Mayor Moore: Aye

Mayor Jenkins: Aye

**Motion Carried 7-0.**

9. **Discussion, Consideration and Possible Direction to staff relating to the implementation of Utility Rate Adjustments as outlined in the Town's Water and Wastewater Rate Study/Analysis prepared by Economists.com.** Staff Resource: Mike Showers

Mr. Showers introduced Dan Jackson. Mr. Jackson previously presented the town's Water and Wastewater Rate Study/Analysis, but in taking a second look, and upon Council's request, several different adjustments were made to the rate recommendations. In addition, Town Staff was able to go back and revisit some of the CIP needs, and have added a few projects. Capital projects drive rate plans, but it is his desire to balance keeping rates as low as possible, while investing in the system to make sure it operates adequately. Mr. Jackson said the challenges that are being faced in Camp Verde are challenges that are being faced all over the world. Water rates are going up, and many of the reasons for this are beyond control. Using a PowerPoint presentation, Mr. Jackson shared with council the updated 2023 Water and Wastewater Rate Study/Analysis and Long-Term Financial Plan with the adjustments requested.

He presented to Council two Water Rate Scenarios-

Scenario I- Status Quo, which is based on the rate structure that is currently in place. It doesn't change the rate structure; it just does percentage increases each year.

Scenario II- Conservation Rate, which was presented to Council at the last meeting and has been tweaked a little bit based on feedback given.

In the Status Quo scenario, it was recommended that they do a series of staged increases on the base charge. These staged increases were provided to Council.

In the Conservation Rate scenario, it was recommended to set tiers that would give people an incentive to use less water.

Most customers would see a lesser increase under the conservation scenario.

Additionally, he presented one Wastewater Rate Scenario-

### Scenario I- Status Quo (Fixture Units)

He does not believe the data is adequate at this time for them to implement a volume-based wastewater rate, however, he does feel that as a long-term plan, they should consider doing that. It will be heavily depended on having accurate and adequate data.

Mr. Jackson recommended tackling one problem at a time. They'll get the revenue they need right now and come back later with more accurate data to discuss different options for wastewater.

The wastewater increases were also provided to Council. He recommended a five-year plan on these wastewater increases with one ordinance, one public hearing, one adoption, and 5 years of automatic adjustments.

He said realizes that it's never easy to ask rate payers to pay more, but there are many benefits on implementing this plan. Mr. Jackson shared with Council the steps that they would need to take to implement these rate plan changes.

Vice Mayor Moore directed her questions to Utilities Director Jeff Low. She stated that she would like to have a public forum about the water before they move forward with this. She felt the residences need to be onboard with this and be given the information necessary. It's her opinion that the conservation scenario would be the best bet. Her concern is senior citizens on a fixed income.

Councilor Godwin feels there would be a catastrophic fail if rates were kept the way they are today. There is a lot that needs to be done in the town's water, in which she finds the most important is conservation.

Councilor McPhail wondered if grants that have been applied for are received, can they stop/slow the rate increases. Mr. Low said yes. He would like to do a workshop in the 60-day period to educate the public.

Council continued to ask Mr. Low and Mr. Jackson questions to better understand the adjustments in the water and wastewater rates and what the benefits and repercussions would be for the Town of Camp Verde and citizens. Additionally, Council agreed that it's very important to educate the citizens on what's going on and why. They are doing their best to provide a quality service to the Town in both water and wastewater, however, it's a big process to get it there. They are not trying to be "for profit" in any of this but are trying to put all the money back into the systems so they're reliable.

Mayor Jenkins was glad to know that if grants were to be received, rate increases could be amended. Additionally, she thought it was very important for citizens to understand that these increases would be primary tied to infrastructure and not operational issues. She asked Mr. Showers if he gives his blessing on these rates and with them taking effect in January of Fiscal Year 2024.

Mr. Showers said the scenarios were not put in the budget because he recently received these numbers. A very close representation of these numbers was put in the budget from the original presentation to Council from Mr. Jackson. He feels they are just fine budget wise. He had some differing opinions from Mr. Jackson on some of the rate increases, but he does agree in most cases.

*Public Comments:*

Charlotte Salsman said she liked the idea of water conservation. She wonders why there isn't an option for smaller water usage, at a lower base price. She would also like to see sewer rates be based on water usage. Ms. Salsman feels people should be billed based on the water and wastewater that they're using. It's only fair.

To respond to Ms. Salsman, Vice Mayor Moore, Mr. Low, and Mr. Jackson shared that they will be getting the sewer rate based on water, but for several reasons, will not be done immediately. Additionally, they plan to merge water and wastewater. They do not agree with the fixture amount, but they are holding off to relook at this to make the best decision moving forward to do it right, rather than doing it quickly.

Town Attorney Trish Stuhan told Council they did not have to decide at this meeting which scenario to move forward with; however, they did have to direct staff to proceed with a notice of intent. That would be the next step in moving this process forward.

Councilor Murdock wondered if they were able to change any of the rate structures presented to them after getting feedback from the public. Mr. Jackson told her that they could.

On a motion by Councilor Godwin, seconded by Councilor McPhail, Council moved to direct staff to post a notice of intent to increase water and wastewater utility rates based on the recommended scenarios.

**Roll Call Vote:**

Councilor Baker: Aye  
Councilor Escoffier: Aye  
Councilor McPhail: Aye  
Councilor Murdock: Aye  
Councilor Godwin: Aye  
Vice Mayor Moore: Aye  
Mayor Jenkins: Aye

**Motion Carried 7-0.**

*Break: 8:22 P.M.*

*Resume: 8:32 P.M.*

**10. Discussion, Consideration, and Possible Approval of Contract No. 23-177 for Engineering services for the 7<sup>th</sup> Street sidewalk CDBG Improvement Project in and amount not to exceed \$60,000. Staff Resource: Martin Smith**

Town Project Manager Martin Smith told Council they have a CDBG grant to improve the sidewalks. Staff is not resourced sufficiently to do the design in house, so they will need a full set of design plans. They are contracting out with an outside agency. They have selected Lions Engineering, as he feels they will be a good fit. Their proposal will be for a rate not to exceed \$60,000, which is just for the design

engineering.

Councilor Escoffier asked the Town Attorney if she had the opportunity to go over the consultant agreement. Town Attorney Trish Stuhan responded and said that she did have the opportunity to look over the agreement and does have some recommendations. She feels the scope of work is great, but she has some revisions to the attachments.

Mr. Martin said they are slightly behind on the process, so he would like to see it moved forward and not be delayed.

Councilor Baker wondered about the CDBG grant and why they have money left over to do this project. Mr. Martin told her it was likely an inconsistency with the grant. They have the money in place, and the entire project needs to be done by October 2024.

On a motion by Councilor McPhail, seconded by Councilor Godwin, Council moved to approve Contract No. 23-177 in the form approved by the town attorney for Engineering services for the 7<sup>th</sup> Street sidewalk CDBG Improvement Project to Lion Engineering in the amount not to exceed \$60,000.

**Roll Call Vote:**

Councilor Baker: Aye  
Councilor Escoffier: Aye  
Councilor McPhail: Aye  
Councilor Murdock: Aye  
Councilor Godwin: Aye  
Vice Mayor Moore: Aye  
Mayor Jenkins: Aye  
**Motion Carried 7-0.**

Councilor Murdock would like updates on any changes in the contract.

11. **Discussion, Consideration, and Possible Approval of Resolution 2023-1117; A Resolution of the Mayor and Town Council of the Town of Camp Verde, Arizona, authorizing the acquisition of certain real property in the Town located near west Head Street and south First Street, Yavapai County Parcel Nos. 404-28-055N, 404-28-062C, and 404-28-062B, for the purpose of providing municipal services, and authorizing and directing the Mayor, Town Manager, and Town Attorney to acquire title to certain parcels of real property on behalf of the Town by donation, eminent domain or purchase for an amount not to exceed the fair market value of the property, plus acquisition and closing costs. Staff Resource: Barbara Goodrich**

Ms. Goodrich shared with Council that the purchasing of this property would be to ultimately relocate Camp Verde Town Hall as a longer-term growth strategy for the town. This parcel is located next to two other town owned properties. There are no



plans, dates, or budget in place for this property, but rather they are purchasing it now to utilize later.

Councilor Godwin spoke in opposition of relocating Town Hall, Town Offices, and the Town Gazebo on Main Street as they are the cultural center of the town. She feels most towns don't have a city center like Camp Verde does. Additionally, she is not a fan of starting something new before they have other projects completed. She feels the money could be utilized in a better way for the town.

Mayor Jenkins expanded on what Ms. Goodrich previously said. She stated that this opportunity to purchase this property may be something that doesn't pass by them again. She wants to take advantage of the opportunity to grab hold of this property for whatever purpose they choose, as this town and the operations needed to run it are going to grow. She feels it's a good use of funds for the future of the Town of Camp Verde.

Councilor Murdock spoke in support of what Mayor Jenkins said. She doesn't intend on moving off Main Street all together, but she feels purchasing the property would be a smart move for the town.

Councilor Escoffier agreed as well.

Councilor McPhail said that the money is coming from ARPA funds, which is money they may never see again.

On a motion by Councilor Murdock, seconded by Councilor McPhail, Council moved to approve Resolution 2023-1117; A Resolution of the Mayor and Town Council of the Town of Camp Verde, Arizona, authorizing the acquisition of certain real property located near west Head Street and south First Street, Yavapai County Parcel Nos. 404-28-055N, 404-28-062C, and 404-28-062B, for the purpose of providing municipal services, and authorizing and directing the Mayor, Town Manager, and Town Attorney to acquire title to certain parcels of real property on behalf of the Town by donation, eminent domain or purchase for an amount not to exceed the fair market value of the property, plus acquisition and closing costs.

**Roll Call Vote:**

Councilor Baker: Aye

Councilor Escoffier: Aye

Councilor McPhail: Aye

Councilor Murdock: Aye

Councilor Godwin: Nay

Vice Mayor Moore: Aye

Mayor Jenkins: Aye

**Motion Carried 6-1.**

12. **Discussion, Consideration, and Possible Approval of a real estate purchase contract between the Town of Camp Verde, Arizona and Brock and Kate Blevins for the purchase by the Town of certain real property in the Town located near west Head Street and south First Street, Yavapai County Parcel**

**Nos. 404-28-055N, 404-28-062C, and 404-28-062B for an amount not to exceed \$790,000.00 and related closing costs. Staff Resource: Barbara Goodrich**

Ms. Goodrich said she doesn't have any comments to add regarding the purchase. She did want to let Council know that they do have a handout at their seat. They found some administrative changes from the title company, and they had to correct those. She will give the updated purchase agreement to the clerk.

Councilor Baker wondered if the funding for this purchase was through the federal monies, why are they having to contribute an additional \$10,000 from reserves. To which Ms. Goodrich responded, the appraisal came in at \$10,000 above the amount budgeted out of ARPA funds. She stated that it would come from reserves, but she will review that with Mr. Showers.

On a motion by Councilor Murdock, seconded by Councilor McPhail, Council moved to approve a real estate purchase contract between the Town of Camp Verde, Arizona and Brock and Kate Blevins for the purchase by the Town of certain real property in the Town located near west Head Street and south First Street, Yavapai County Parcel Nos. 404-28-055N, 404-28-062C, and 404-28-062B for an amount not to exceed \$790,000.00 with changes to the real estate purchase contract to purchase price line item number 2, line item 19 Arizona law, and to exhibit A legal description.

**Roll Call Vote:**

Councilor Baker: Aye  
Councilor Escoffier: Aye  
Councilor McPhail: Aye  
Councilor Murdock: Aye  
Councilor Godwin: Nay  
Vice Mayor Moore: Aye  
Mayor Jenkins: Aye  
**Motion Carried 6-1.**

13. **Adjournment** Vice Mayor Moore adjourned the meeting at 8:54 PM.



\_\_\_\_\_  
Mayor Dee Jenkins



\_\_\_\_\_  
Attest, Town Clerk Cindy Pemberton

**CERTIFICATION**

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Regular Session of the Town Council of Camp Verde, Arizona, held on August 2, 2023. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 28<sup>th</sup> day of August, 2023.

A handwritten signature in cursive script, appearing to read "Cindy Pemberton", is written over a solid horizontal line.

Cindy Pemberton, Town Clerk